

BUILDING

BLOCKS

nursery school

Parent Orientation Handbook



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905 846 3305
www.buildingblocksns.ca

Our Philosophy

At Building Blocks Nursery School our philosophy is for each child to be encouraged in their creative, cognitive and social abilities. The child's individuality and independence will be nurtured in a loving and kind atmosphere. Our motivation will be to have your child learn to share, co-operate and form trusting relationships with peers and teachers alike. Building Blocks Nursery School aims to provide a safe and happy environment for your child. Our program will consist of different age appropriate activities which will enhance the development of the child's small and gross motor skills, creative, quiet listening, cognitive, and sensory skills, as well as, dramatic play and free musical expression. Each child will be encouraged to move freely from centre to centre to work on new and different skills.



Since 1986, we have acquired our successful reputation due to our continued commitment and dedication to the growth and healthy development of the children of this community.

Registration & Orientation Information

Registration for September enrollment starts each spring. Families currently enrolled in the school will be given priority for the next year's spots. At our Spring Open House new families can register for placement. We continue to register throughout the year depending upon availability. A registration fee must accompany registration forms.

- All fees are posted on our web site.
- Preschool children start school with shorter class times for the first and second day of school. One hour for the first day, and one and a half hours for the second day.
- All programs have an evening of orientation for the parents/guardians during the first or second week of September.
- Eligibility: Children between 2 1/2 to 5 years are eligible to attend the school

Enrollment Service & Termination

Parents of Preschool children agree to give Building Blocks Nursery School one month withdrawal notice or the following month fees. As of August first September's fees is nonrefundable. As of March first NO fees are refundable for all programs.

Parents of JK & SK children agree to give Building Blocks Nursery School fees paid June-March, with fees being non-refundable during the first three months (June, July, August) and the last three months (January, February, March). Parents agree to give three months withdrawal notice during the rest of the school year.

BBNS is not equipped to deal with significant learning disabilities or behavioral problems. If after six weeks or more we find that your child needs support in one of these areas we will review his or her enrollment with consultation with parents and or guardian.

Arrival & Departure



Food and Snack

Snack is provided each day. Our menu is posted on the Parent Bulletin Board. Birthday treats are welcome. We are a nut free school so please check all labels.

If your child has food allergies or sensitivities you need to review and sign off on our snack menus. All individual snacks for children with allergies must be labeled clearly with your child's name and class.

Fees and Payments

Fees are payable by 10 post-dated cheques and are due upon registration. Fee schedules are located on our web site. Due to the nature of our program, fees are not refunded due to illness or vacation time. We are not open for two weeks over Christmas and one week for March Break. Please note a service fees will apply for NSF cheques.

Stay Up To Date

We encourage parents to read the Parent's Bulletin Board located in the foyer hallway. Daily Activities, Snack, a monthly Calendar and information you may need to know is always posted there. Please notify us of any changes of: address, telephone numbers, child's allergies etc.

Parents/guardians drop their child off in appropriate classroom at 9:00 am or 1:00 pm. Please remember no running or shouting in the halls. Remember to pack a bag with spare clothes in them and take back and forth to school. Toys, books etc. from home need to stay at home as we all have to learn to share at school. Please label your child's backpack and clothing and hang on their coat hook. If you have any messages or concerns to pass on please speak to one of the staff at either arrival or departure times. Mrs. Joanne Freer and Mrs. Karen Sanger, co-owners, are always available upon request to address any issues. Children can be released at any time during the program to parents/guardians or any person listed on registration forms under "Releasing Child". Dismissal times are 11:30 am or 12:00 pm, and 3:30 pm or 4:00 pm. Please pick up your child promptly at your dismissal time as a late fee may be charged. All Art work must be picked up on a daily basis as we have no facilities for storage. Remember to check the drying rack for paintings. Plastic bags work great for putting wet art work into. Please observe ALL parking rules in the driveway. The first two spots are for church use only, 24 hours a day. Please do not drop off or pick up in the driveway as it blocks other parents coming and going. Please use the handicapped spot only if you have a sticker. The school is a smoke free environment. Please observe the NO Smoking Signs.

"We keep the child in childhood"



Getting Started

Guiding Your Child's Behavior/ Parent Involvement

If your child is hesitant about school and you wish to stay please feel free to stay. Speak to the teachers about your decision. It is very disruptive to the class if you come and go. You know what will work best for your child. The teacher's role in guiding the child's behavior is in a gentle and supportive manner. We encourage parents to participate in our program on interactive days, field trips, concerts and any relevant areas during the school year. We have had parents bring in objects from their homelands to show the children. We have had parents who are police officers, nurses etc. come to talk to the children, about their roles in the community. We value the input parents have in our school.

Hours Of Operation

Our hours of operation are Monday through Friday for 2 ½ or 3 hours per day. Morning classes are from 9:00 am to 11:30 am or 12:00 pm, or afternoon classes are from 1:00 pm to 3:30 pm or 4:00 pm. The school term runs from the first Tuesday after Labour Day until the third week in June. The school will be closed for all Public School holidays excluding PD days.

Building Blocks Nursery School reserves the right to cancel any class due to lack of enrollment. However, if a class is cancelled, a place in another class may be offered.

Important: A late Penalty Fee may be charged if you are unable to pick up your child at the proper times.

What We Offer

2, 3, & 5 half day programs
for preschool, JK, & SK

Our preschool program provides a wide variety of activities to develop the interests of 2 and 3 year olds in a loving and nurturing environment. We cover all areas of childhood development in our curriculum. Younger children learn through their senses, thus we have a wide variety of sensory activities like play dough, sand, water, rice, and pasta. We encourage fine motor skills development with various simple first puzzles, lacing, cutting activities, and a daily "art" activity. In all areas of development we have progressive activities, with themes changing from week to week. The children are exposed to many different songs, finger plays and books, which enhances language. We have a block centre, discovery/science centre, dramatic/role playing centre, floor toys, and gross motor play equipment. Our JK program incorporates the Jolly Phonics Reading Program and our small ratios enables us to focus on each students as an individual and work with them to help achieve their potential. Music, movement and overall child based learning strategies are incorporated into our daily program. The SK children continue to enhance their learning in literacy with the use of Jolly Phonics and Jolly Grammar. This year is a year of incredible social growth for children. We are highly aware of this and build each day around positive social development



We encourage all children to empower themselves with the skills they need in order to grow into caring, understanding individuals.

Field Trips

Parents are asked to accompany their preschool child on field trips. JK and SK parents are encouraged to attend as field trips are fun for all. We usually meet at the location of the field trip. A small fee is sometimes associated with field trips that is charged by the location.

Medical and Health Information

Immunization records are required to be up to date upon enrollment. Please advise us of any changes during the year. Children are not able to come to class if they have a communicable infection. If your child is ill, please notify the school. If your child requires an Epipen, anaphylactic policies have to be signed prior to school start. We do not administer drugs, except in cases where an "Individual Action Plan for Child with Special Medical Conditions" form has been completed by parent/guardian.

Variations in the Program

To enhance our program we have regular fitness days, special visitors and field trips planned throughout the school year. These excursions require parent involvement. For some trips, a small fee may be incurred.

Variations in the Program

Building Blocks Nursery School requires a minimum of one month withdrawal notice for pre-school programs and three months withdrawal notice for JK/SK programs.

Building Blocks Nursery School is licensed by The Ministry of Education. Our staff is made up of R.E.C.E teachers (Registered Early Childhood Educators) and experienced and dedicated pre-school teachers who enjoy working with young children.

